

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 17

July 6, 2010

APPROVED BY THE BOARD OF POLICE COMMISSIONERS ON JULY 6, 2010

SUBJECT: INVESTIGATIVE RESPONSIBILITY FOR OFFICER-INVOLVED ANIMAL SHOOTINGS AND NON-TACTICAL UNINTENTIONAL DISCHARGES OF FIREARMS - REVISED; AND INVESTIGATION OF ANIMAL SHOOTING AND NON-TACTICAL/ACCIDENTAL DISCHARGE OF A FIREARM, FORM 01.67.08 - REVISED AND RENAMED

EFFECTIVE: IMMEDIATELY

PURPOSE: In order to ensure the highest quality of investigations of officer-involved animal shootings and non-tactical unintentional discharges (UDs), the Department is reassigning the investigative responsibility for these incidents from the Area/division of the involved employee to Force Investigation Division (FID). In addition, this Order revises and renames the Investigation of Animal Shooting and Non-Tactical/Accidental Discharge of a Firearm, Form 01.67.08, as the Investigation of Officer-Involved Animal Shooting and Non-Tactical Unintentional Discharge of a Firearm.

PROCEDURE:

I. INVESTIGATIVE RESPONSIBILITY FOR OFFICER-INVOLVED ANIMAL SHOOTINGS AND NON-TACTICAL UNINTENTIONAL DISCHARGES OF FIREARMS - REVISED. Department Manual Section 4/204.80, *Destroying Animals*, has been renamed as *Animal Shootings and Non-Tactical Unintentional Discharges of Firearms*. The section has been revised to reflect the reassignment of the investigative responsibility for these incidents to FID.

A. Employee's Responsibility. An employee, on or off duty, who becomes involved in an animal shooting or UD, shall notify, or cause to be notified, without delay, his or her Area/division watch commander or a supervisor. If a watch commander or a supervisor is unavailable, the employee shall notify the Real-Time Analysis and Critical Response (RACR) Division and the employee's Area/division of assignment as soon as practicable. If the incident occurs outside the City, the employee shall also contact the local law enforcement agency having jurisdiction and inform that

agency of the circumstances surrounding the incident and request a report.

B. Supervisor's Responsibility. Upon receiving notification from an employee involved in an animal shooting or UD, the watch commander or supervisor receiving the notification shall ensure that RACR Division is notified and follow existing Categorical Use of Force protocols.

C. Force Investigation Division's Responsibility. The responsibility for completing the investigations of officer-involved animal shootings and UDs has been reassigned to FID. An investigator from FID will respond to the scene and conduct the investigation with the support of personnel from the involved employee's command. The Commanding Officer, FID, has the discretion to send additional investigators to the scene to aid in the investigation if deemed necessary.

The assigned investigator shall complete the Investigation of Officer-Involved Animal Shooting and Non-Tactical Unintentional Discharge of a Firearm and submit the completed report to the Commanding Officer, FID. The Commanding Officer, FID, shall forward the approved report to Use of Force Review Division (UOFRD), within 60 calendar days of the incident.

Note: If additional time is required to complete the investigation, the Commanding Officer, FID, shall submit an Intradepartmental Correspondence, Form 15.02.00, to the Commanding Officer, UOFRD, explaining the reason for the extension and the expected date of completion. A copy of the Intradepartmental Correspondence shall be forwarded to the involved employee's bureau commanding officer.

Copies of the completed Investigation of Officer-Involved Animal Shooting and Unintentional Discharge of a Firearm shall be forwarded to the involved employee's Area/division commanding officer and bureau commanding officer.

II. INVESTIGATION OF ANIMAL SHOOTING AND NON-TACTICAL/ ACCIDENTAL DISCHARGE OF A FIREARM, FORM 01.67.08 - REVISED AND RENAMED. The Investigation of Animal Shooting and Non-Tactical/Accidental Discharge of a Firearm is renamed the Investigation of Officer-Involved Animal Shooting and Non-Tactical Unintentional Discharge of a Firearm. The form has been revised due to the reassignment of investigative responsibility for officer-involved animal shootings and UDs and the revised approval process. Checkboxes have been added to indicate that copies of the report were forwarded to the involved employee's Area/division commanding officer and bureau commanding officer.

A. Use of Form. The use of this form has not changed.

B. Completion. This form shall be completed by the assigned investigator from FID for an officer-involved animal shooting and/or UD. Completion of the form is self-explanatory.

C. Distribution.

1 - Original, Commanding Officer, UOFRD.

1 - Copy, involved employee's Area/division commanding officer.

1 - Copy, involved employee's bureau commanding officer.

3 - TOTAL

Distribution of the form by UOFRD remains unchanged.

FORM AVAILABILITY: The Investigation of Officer-Involved Animal Shooting and Non-Tactical Unintentional Discharge of a Firearm is available in E-Forms on the Department's Local Area Network. A copy of the form is attached for immediate use and duplication. All other versions of the form shall be marked "obsolete" and placed in the divisional recycling bin.

AMENDMENTS: This Order amends Sections 3/794.10, 3/796.05, 3/796.20, and 4/204.80 of the Department Manual. The "Form Use Link" applicable to the Investigation of Officer-Involved Animal Shooting and Non-Tactical Unintentional Discharge of a Firearm is accessible in Volume V of the Department Manual.

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MONITORING RESPONSIBILITY: The Commanding Officer, Professional Standards Bureau, shall have monitoring responsibility for this directive.

AUDIT RESPONSIBILITY: The Commanding Officer, Internal Audits and Inspections Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.

A handwritten signature in black ink, appearing to read 'C. Beck', is written over the printed name.

CHARLIE BECK
Chief of Police

Attachment

DISTRIBUTION "D"

Los Angeles Police Department

INVESTIGATION OF OFFICER-INVOLVED ANIMAL SHOOTING AND NON-TACTICAL UNINTENTIONAL DISCHARGE OF A FIREARM

☐ NON-TACTICAL UNINTENTIONAL DISCHARGE OF A FIREARM

☐ ANIMAL SHOOTING

SECTION I GENERAL INFORMATION					FID No.					DR No.						
Date of Incident			Day of Week		Time		Location of Occurrence					RD				
Date and Time of this Report					Officer's Area/Division of Assignment					Area/Division of Occurrence						
EMPLOYEES INVOLVED																
Last Name, First Name, Middle Initial			Serial No.	Area/ Division Detail	Sex	Desc	Ht	Wt	Age	In Uniform	Vest	On Duty	Injured (Y/N)	IOD (Y/N)	Light Duty (Y/N)	
WITNESSES/NON-INVOLVED EMPLOYEE WITNESSES																
Last Name, First Name, Middle Initial			DOB		Address and Zip Code or Area and Unit of Employee's Assignment							Phone No.				
D.L. Number/ SSN / Serial No.			Name/Serial No. of Supervisor Interviewing/Date/Time/Location of Interview												Job No.	
Last Name, First Name, Middle Initial			DOB		Address and Zip Code or Area and Unit of Employee's Assignment							Phone No.				
D.L. Number/ SSN / Serial No.			Name/Serial No. of Supervisor Interviewing/Date/Time/Location of Interview												Job No.	
Last Name, First Name, Middle Initial			DOB		Address and Zip Code or Area and Unit of Employee's Assignment							Phone No.				
D.L. Number/ SSN / Serial No.			Name/Serial No. of Supervisor Interviewing/Date/Time/Location of Interview												Job No.	
FID Telephonic Notification made by:			FID Personnel Notified:							Date: _____						
Name: _____ Serial No. _____			Name: _____ Serial No. _____							Time: _____						
RACR Telephonic Notification made by:			RACR Personnel Notified:							Date: _____						
Name: _____ Serial No. _____			Name: _____ Serial No. _____							Time: _____						
FID Investigator										Serial No.			Date			
Commanding Officer, Force Investigation Division										Serial No.			Date			
Copies forwarded to: <input type="checkbox"/> Employee's Area/division C/O <input type="checkbox"/> Employee's bureau C/O																
Commanding Officer, Use of Force Review Division										Serial No.			Date			

INVESTIGATION OF OFFICER-INVOLVED ANIMAL SHOOTING AND NON-TACTICAL UNINTENTIONAL DISCHARGE OF A FIREARM

FID No.

DR No.

SECTION II WEAPON INFORMATION -(To be completed in all cases)

☐ Personal

☐ Handgun

☐ Shotgun

☐ Police Rifle

☐ Other: _____

☐ Department

☐ Service

☐ Backup

Make: _____ Model: _____ Serial No.: _____ Barrel: _____ Finish: _____

Capacity: _____

Type of Stocks: _____ Other Descriptors: _____

Fully loaded? Yes ☐ No ☐ Round in Chamber? Yes ☐ No ☐ No. of Rounds in Magazine/Cylinder _____

Magazine Check Conducted by: _____ Date: _____ Time: _____ Loc: _____

Dept Approved Ammo? Yes ☐ No ☐ Description: _____ Type Holster: _____

Officer's Shooting Stance: _____ No. of Rounds Fired: _____ Direction: _____

Registered w/ Dept Armory? Yes ☐ No ☐ As of: _____ Date of Weapons Training: _____

Department Armorer: Verifying and Contact Date: _____

Armorer Verifying: Name/ Serial No.: _____ Armorer Contacted by: Name/Serial No.: _____

Distance of Intended Target: _____ Shooting Background: _____

SECTION III ANIMAL INFORMATION

Name of Pet: _____ Type: _____ Breed: _____ Age: _____ Sex: _____

Prior Aggressive Behavior? Yes ☐ No ☐

Responsible Party (Owner) Information : Name: _____ Address: _____

Phone: _____ CDL#: _____

Description of Injuries: _____

Name and Location of Veterinarian: _____

Department of Animal Services, Control Officer: Name: _____ Employee No.: _____

If Euthanized: Date: _____ Time: _____ Location: _____

Person Performing: _____

Owner Referred to City Clerk by: _____ Date: _____ Time: _____